



**DIVISION OF MINES
BOARD OF COAL MINING EXAMINERS
CERTIFICATION REQUIREMENTS**

BOARD OF COAL MINING EXAMINERS INSTRUCTOR

Article 3 of the **Coal Mine Safety Laws of Virginia** establishes requirements for certification of coal mine workers. The certification requirements are included in §45.1-161.24 through §45.1-161.41 in which the Board of Coal Mining Examiners is established for the purpose of administering the certification program. The Board has promulgated certification regulations 4 VAC 25-20 (VR 480-04-2), which set the minimum standards and procedures required for Virginia coal miner examinations and certifications.

CERTIFICATION CLASSIFICATION: *Board of Coal Mining Examiners Instructor*

This certification entitles the holder to conduct certification classes for certifications other than those with specific instruction requirements such as Diesel Engine Mechanic and Advanced First Aid.

APPLICATION/EXPERIENCE REQUIREMENTS:

- Application (BCME-1) and \$10.00 fee (**5 working days prior to examination if examination is required**)
- Submit teaching experience
- Verification of first aid training

EXAMINATION REQUIREMENTS: Applicants that have instructor experience will not be required to take an examination. Individuals wishing to become certified to teach certification classes but have no valid card must complete requirements as determined by the Chief of the Division of Mines. **All instructors must be monitored by a DM Representative prior to issuance of Instructor certification and may be asked to co-teach a class with DM Instructor.**

Prior to Conducting a Class:

- Instructors must have completed all Board Of Coal Mining Examiners requirements for Board of Coal Mining Instructor certification except “Monitoring”
- Notify the Regulatory Boards Administrator, Mary Gibson, in writing 10 working days prior to class
 - Instructor’s name
 - Social Security No.
 - Certification No.
 - Projected number of students (if possible)
 - Location, date, time of scheduled class

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PRIOR TO COMPLETING CLASS:

- Provide DM Regulatory Boards Administrator with class roster and schedule a tentative examination date
- Have students complete application, DM-BCME-1 and submit \$10.00 fee (checks) made payable to Treasurer of Virginia
- Student attendance sheet must be submitted by instructor at the end of class or on exam date. This must contain student's name, address and each date attended.

RECOMMENDED REFERENCE/STUDY MATERIALS:

- BCME Requirements
- Study Guides (if available) appropriate to the certification class to be taught.

The above mentioned materials are available at the Big Stone Gap Office, Customer Assistance Center (276)523-8233 and the Keen Mountain Field Office (276)498-4533.

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